1588 Maintenance Subcommittee Process

16 October 2020
v1.0

Maintenance Subcommittee: Purpose

- As with any document, IEEE Std 1588 can have bugs

  - Editorial and/or technical problems that
    can lead to incorrect interpretation

- Any reader can find a bug

  - Including someone who is not a member of the Working Group

- The 1588 Maintenance Subcommittee handles bugs

  - Input from anyone to subcommittee: Short request form

  - Outputs from subcommittee to Working Group:

    - Recommended status of request

    - For recommended change: specific text for additions, corrections,
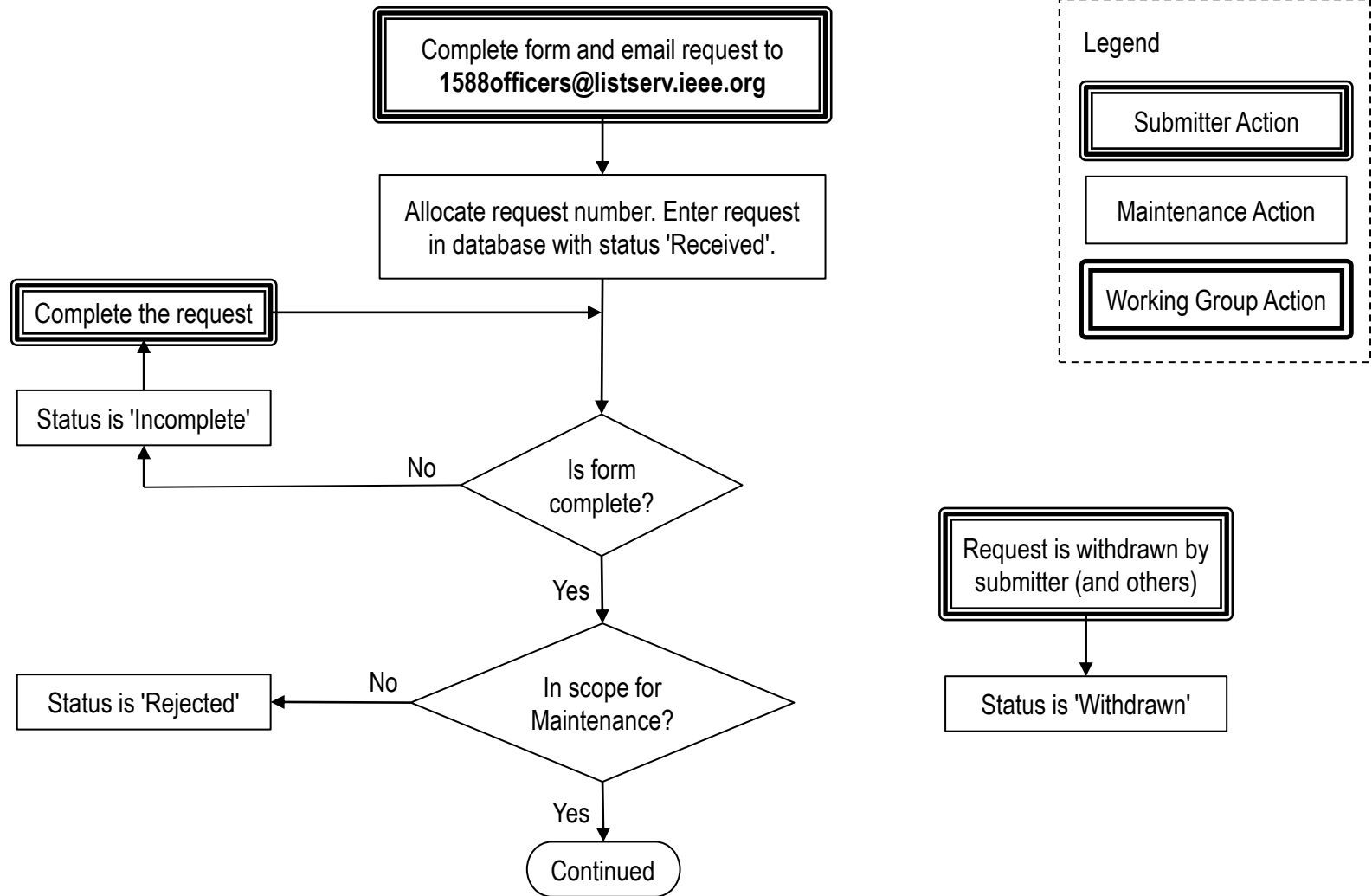   and/or deletions

Maintenance Subcommittee: Policy

- Formal policies and procedures for the 1588 Working Group are specified in the I&MS TC-9 P&P
  - http://sagroups.ieee.org/1588/wp-content/uploads/sites/144/2020/08/IM_ST_TC9_wg_individual_PnP_1-14-2019.pdf

- Maintenance Subcommittee is a "Subgroup" according to section 5
  - Cannot make binding decisions to change a draft
    - No binding votes in Maintenance Subcommittee
  - Nevertheless, the goal for each request is to achieve consensus in Maintenance
    - Expert participation in Maintenance helps subsequent Working Group votes to proceed efficiently
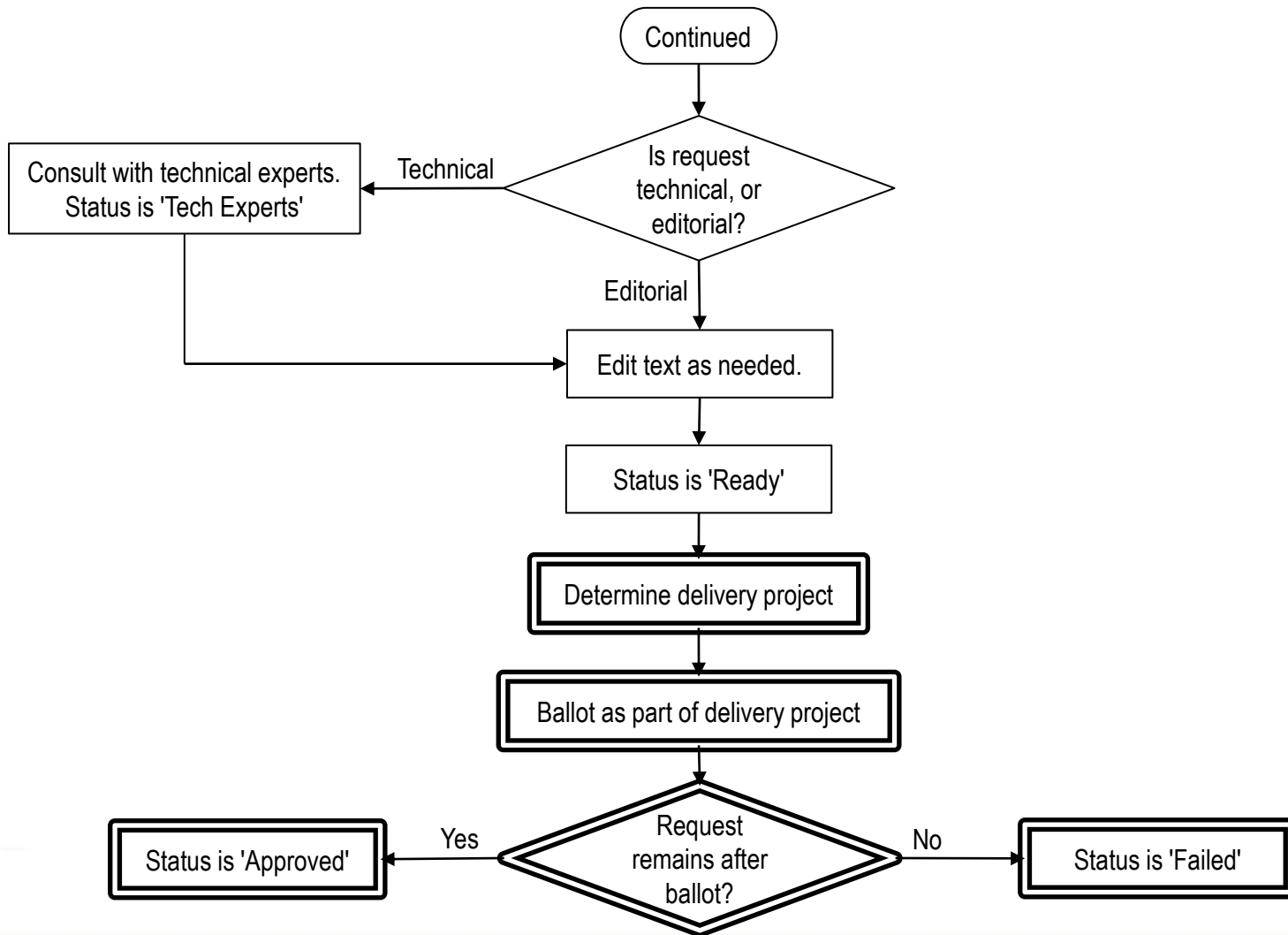
1588 Maintenance Process

- Flowchart describes the 1588 Maintenance process
- Details are provided after the flowchart

Flowchart (1 of 2)

Complete Form: Submitter Actions

1. Copy the following template text into an email

2. Complete the required information

3. Send email to **1588officers@listserv.ieee.org**

4. If contacted due to incomplete request, return to step 2

Complete Form: Template Text

```
+--------------------------------------------------------------+
| IEEE 1588 REVISION REQUEST                                   |
+--------------------------------------------------------------+

DATE:
NAME:
AFFILIATION:
E-MAIL:

REQUESTED REVISION:
     PUBLISHED STANDARD:
     SUBCLAUSE NUMBER:
     PAGE (AT BOTTOM, NOT PDF):

RATIONALE FOR CHANGE:
<replace this text with a description of why the change is needed>

TEXT TO BE CHANGED
<replace this text with the text in the standard that is to be changed>

PROPOSED CHANGE:
<replace this text with specific proposed text to insert/delete/change>

IMPACT ON EXISTING NETWORKS:
<replace this text with a description of any changes to compatibility>
```

Maintenance Database

- All Maintenance requests are entered into a database
  - Database is posted publicly, so participant outside of 1588 Working Group can track status of submitted request
- Database format is not specified here
  - Might be as simple as an Excel spreadsheet
- Fields for each request include
  - Original fields from form (which can change over time)
  - Status of request as described in flowchart
  - Subcommittee Text
    - If request is rejected, this explains why
  - Delivery Project

In Scope for Maintenance?

- Some common reasons why a request is rejected...
  - Incorrect rationale
    - For example, maybe the submitter states that essential information is missing in the referenced subclause, but that information exists in a different subclause
  - New feature
    - The Maintenance process is not used for a new feature. Although a new feature will be rejected by the Maintenance subcommittee, the submitter is encouraged to propose the feature as a Working Group member
  - Breaks compatibility
    - Users of the standard demand compatibility. If the request would break compatibility, it cannot proceed in Maintenance. In some cases, the submitter can propose the request as a new feature.

Consult with Technical Experts

- Some technical problems require in-depth consideration by relevant experts
    - Especially true when compatibility is a concern
- If those experts are not available during a Maintenance meeting, the subcommittee may need to wait
    - 'Tech Experts' status indicates coordination of this review

Determine Delivery Project

- When a request's status is 'Ready' to be integrated, the next step is to identify a project, which can be
    - Amendment
    - Rollup Revision
    - Corrigendum
- Since identification of a project is often obvious, it is typically handled by Working Group officers
- All further discussion and/or balloting of the request is handled as part of the delivery project
    - Therefore, the request is no longer handled by Maintenance

Request Remains After Ballot?

- As ballots proceed for the delivery project, voting members might decide to remove the change from the draft

- After IEEE SA ballot is complete for the delivery project, the Maintenance subcommittee will revisit the request, in order to communicate final status in the database

  - Approve: Request remained in the project's draft (in some form)
  - Failed: Request was removed from the project's draft

- The Maintenance subcommittee does not track publication status after IEEE SA ballot

  - I.e. There is no 'Published' status after 'Approve'